

**U.S. Department of the Interior
U.S. Department of Agriculture**

**Hunting and Shooting Sports Conservation Council
Charter**

1. **Official Designation.** Hunting and Shooting Sports Conservation Council (Council).
2. **Authority.** The Council is established to further the provisions of the Fish and Wildlife Act of 1956 (16 U.S.C. 742a), the Federal Land Policy and Management Act of 1976 (43 U.S.C. 1701), the National Wildlife Refuge System Improvement Act of 1997 (16 U.S.C. § 668dd), other Acts applicable to specific bureaus, and Executive Order 13443 (August 17, 2007), "Facilitation of Hunting Heritage and Wildlife Conservation." The Council is regulated by the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. Appendix 2.
3. **Objectives and Scope of Duties.** The Council provides recommendations to the Federal Government, through the Secretary of the Interior (Secretary) and the Secretary of Agriculture (Secretaries), regarding the establishment and implementation of existing and proposed policies and authorities with regard to wildlife and habitat conservation endeavors that:
 - (a) benefit wildlife resources;
 - (b) encourage partnership among the public; sporting conservation organizations; Federal, state, tribal, and territorial governments; and
 - (c) benefit recreational hunting and recreational shooting sports.
4. **Description of Duties.** The Council's duties are strictly advisory and consist of, but are not limited to, providing recommendations for implementation of Executive Order 13443 – Facilitation of Hunting Heritage and Wildlife Conservation; Secretary's Order 3347 – Conservation Stewardship and Outdoor Recreation; and Secretary's Order 3356 – Hunting, Fishing, Recreational Shooting, and Wildlife Conservation Opportunities and Coordination with States, Tribes, and Territories. Duties shall include, but are not limited to:
 - (a) Assessing and quantifying implementation of Executive Order 13443 and Secretary's Orders 3347 and 3356 across relevant departments, agencies, offices; and making recommendations to enhance and expand their implementation as identified;
 - (b) Making recommendations regarding policies and programs that:
 1. conserve and restore wetlands, agricultural lands, grasslands, forests, and rangeland habitats;

2. promote opportunities and expand access to hunting and shooting sports on public and private lands;
 3. encourage hunting and shooting safety by developing ranges on public lands;
 4. recruit and retain new shooters and hunters;
 5. increase public awareness of the importance of wildlife conservation and the social and economic benefits of hunting and shooting; and
 6. encourage coordination among the public; hunting and shooting sports community; wildlife conservation groups; and Federal, state, tribal, and territorial governments.
- (c) When requested by the Designated Federal Officer (DFO) in consultation with the Council Chairperson, performing a variety of assessments or reviews of policies, programs, and efforts through the Council's designated subcommittees or workgroups for consideration and approval of full Council.
- (d) At the conclusion of each meeting, or shortly thereafter, provide a detailed recommendation report, including meeting minutes, to the DFO.
5. **Agency or Official to Whom the Council Reports.** The Council provides advice to the Secretaries through the DFO.
6. **Support.** Administrative support and funding for activities of the Council will be provided by the Department of the Interior (DOI) through the U.S. Fish and Wildlife Service (FWS).
7. **Estimated Annual Operating Costs and Staff Years.** The annual operating costs associated with supporting the Council's activities are estimated to be \$250,000, including all direct and indirect expenses and 0.5 Federal staff years support.
8. **Designated Federal Officer.** The DFO is a full-time FWS Federal employee appointed in accordance with Agency procedures. The DFO will approve or call all Council and subcommittee meetings, prepare and approve all meeting agendas, attend all Council and subcommittee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and may chair meetings when directed to do so by the Secretary.
9. **Estimated Number and Frequency of Meetings.** The Council will meet approximately twice a year, and at such other times as designated by the DFO.
10. **Duration.** Continuing.

11. **Termination.** The Council will terminate 2 years from the date the charter is filed, unless, prior to that date, it is renewed in accordance with the provisions of section 14 of FACA. The Council will not meet or take any action without a valid current charter.
12. **Membership and Designation.** The Council will consist of no more than 18 discretionary and 4 ex officio members.
- (a) Ex officio members will include:
- (1) DOI representatives;
 - (2) Department of Agriculture representatives; and
 - (3) Executive Director, Association of Fish and Wildlife Agencies.
- (b) The remaining discretionary members will be selected from among, but not limited to, the entities listed below. These members must be senior-level representatives of their organizations and/or have the ability to represent their designated constituency.
- (1) State fish and wildlife management agencies;
 - (2) Wildlife and habitat conservation/management organizations;
 - (3) Game bird hunting organizations;
 - (4) Waterfowl hunting organizations;
 - (5) Big game organizations (deer, elk, sheep, bear);
 - (6) U.S. hunters actively engaged in domestic and/or international hunting conservation;
 - (7) The firearms or ammunition manufacturing industry;
 - (8) Archery, hunting and/or shooting sports industry;
 - (9) Tourism, outfitter, and/or guide industries related to hunting and/or shooting sports;
 - (10) Tribal resource management organizations;
 - (11) The agriculture industry;
 - (12) The ranching industry; and

(13) Veterans service organizations.

- (c) Members will be appointed for 3-year terms. A vacancy on the Council will be filled in the same manner in which the original appointment was made. Members serve at the discretion of the Secretaries. A member may serve after the expiration of his or her term until a successor is appointed.
- (d) Alternate members may be appointed to the Council. Alternate members must be approved and appointed by the Secretaries before attending meetings as representatives. Alternate members shall have experience and/or expertise similar to that of the primary member. Alternate members may deliberate and vote on Council matters only in the absence of the primary member.
- (e) Council members may not serve more than two consecutive terms. Council members must attend at least one Council meeting annually and cannot miss two successive meetings. Council membership may be forfeited if an appointee does not meet these attendance requirements.
- (f) The Council will elect the Chairperson and Vice-Chairperson by affirmative vote of a majority of its members. The Chairperson and Vice-Chairperson will serve a term of 1 year, renewable for additional years by affirmative vote of a majority of the Council's members. The Chairperson or Vice-Chairperson may be replaced before his/her term ends by affirmative vote of a majority of the Council's members.
- (g) Non-Federal members of the Council serve without compensation. However, while away from their homes or regular places of business, non-Federal members and subcommittee members engaged in Council or subcommittee business approved by the DFO may be allowed travel expenses, including per diem in lieu of subsistence, in the same manner as persons employed intermittently in Government service under 5 U.S.C. § 5703.

13. Ethics Responsibilities of Members.

- (a) **Federal Members.** Members who are appointed to the Council in their official capacity as Federal employees are subject to applicable Federal ethics statutes and regulations, to include applicable exceptions and exemptions.
- (b) **Non-Federal Members.** Non-Federal members of the Council and subcommittees are not subject to Federal ethics statutes and regulations. However, non-Federal Council and subcommittee members may not participate in any Council or subcommittee deliberations or votes relating to a specific party matter before the Department or its bureaus and offices including a lease, license, permit, contract, grant, claim, agreement, or litigation in which the member or the entity the member represents has a direct financial interest.

14. **Subcommittees.** Subject to the DFO's approval, subcommittees may be formed for the purpose of compiling information or conducting research. However, such subcommittees must act only under the direction of the DFO and must report their recommendations to the full Council for consideration. Subcommittees must not provide advice or work products directly to the Agency. Subcommittees will meet as necessary to accomplish their assignments, subject to the approval of the DFO and the availability of resources.
15. **Recordkeeping.** The Records of the Council, and formally and informally established subcommittees of the Council, shall be handled in accordance with General Records Schedule 6.2, and other approved Agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. § 552.



Secretary of the Interior

4/25/2020
Date



Secretary of Agriculture

May, 7, 2020
Date

Date Filed